

Guidance for the preparation of a proposal

The U.S. Ambassadors Fund for Cultural Preservation Proposal

Project title: A descriptive title – up to 10 words

Project Dates:

World Heritage Site:

Name of World Heritage:

Is the property or object privately owned?

Project Applicant Information:

Applicant name:

Type: NGO, Government

Address:

Website:

Project Director:

Project Director Title:

Mobile phone:

Fax:

E-mail:

Comments:

Project Location:

Project site:

City:

Country:

Brief description of site:

Project Purpose and Summary (that briefly explains the project objectives and desired results):

Project Timeframe or schedule:

Sequence and duration of activities:

Total time frame:

Importance of Site, Object, or Form of Expression:

Urgency of the project:

Project Budget Worksheet: Provide a short explanation of each budget category.

Personnel

Travel

Equipment (Rental or Purchase)

Materials & supplies

Contractuals

Travel

Other

Total requested from Ambassador's Fund

Funds from Other sources

Cost sharing if any

Background of the organization:

Official permission to Undertake Project:

Provide letter from the Ministry of Culture endorsing the project.

Resumes:

Description of architect restorer

Images and Audiovisual Files:

Provides as much images as possible of the site